

**MINUTES OF THE FINANCE MEETING  
OF THE BIGFORK COUNTY  
WATER AND SEWER DISTRICT**

The finance meeting of the Bigfork County Water and Sewer District was held on May 10, 2017 at the District office. President, Tom Cahill, presided.

**ATTENDEES:**

*Directors: Gene Helberg, Seth Price, Tom Cahill, Duke Phelps, Bob Keenan*  
*District Employees: Julie Spencer, Andy Loudermilk, Mimi Wildeman*  
*Engineering: Jeff Cicon P.E. from Morrison Maierle*

**READ AND APPROVE Finance Agenda:**

President Cahill opened the meeting at 7:00 p.m. Cahill called for any discussion on the Finance Agenda. Hearing none, a vote was called. Helberg made a motion to approve, Price seconded and it was unanimously

*RESOLVED*, That the Finance Agenda for the May 2017 Board Meeting be approved as submitted.

**AGENDA - ADDITIONS OR CHANGES**

No changes were made to the agenda

**PUBLIC COMMENT**

No Public comment

**OLD BUSINESS**

None

**NEW BUSINESS**

- *Interim Budget (Duke)* - President Cahill called for discussion and explanation on the Sample Budget that Board member Phelps had submitted in March 2017 to the board. There was discussion on cost and payment of capital projects and loan pay offs. The board decided to reevaluate at the June 2017 meeting.
- *Budget-* President Cahill called for discussion on budget line items
- *Rates-* Fiscal Year 2018 Budgets and Rates / RESOLUTION 81 –The committee recommended a 5% increase for water and 5% increase for sewer rates effective 07/1/17 and will be reflected on the July 26, 2017 bill. The method to inform customers will be noted on the May 31<sup>st</sup> bills and an announcement will be added to the website. Julie will present Resolution 81 to authorize the increase. Phelps made a motion to approve, Keenan seconded and it was unanimously

*RESOLVED*, That RESOLUTION 81 authorizing a Water and Sewer rate increase of 5% be approved effective July 1, 2017.

- *Personnel-* President Cahill called for discussion on hiring a qualified field employee, Keenan moved to allow the Employee - Insurance, Compensation, Certification and Safety Committee determine and proceed with the hiring, Phelps seconded and it was unanimously

*RESOLVED, That* to allow the Employee - Insurance, Compensation, Certification and Safety Committee determine and proceed with the hiring

- *Preliminary Engineering Report Update-* To be discussed in June 2017 meeting.
- *Prioritize Capital Improvement Projects-* President Cahill called for discussion and prioritizing of capital projects. This will be revisited by committee and brought back to the board in June.
- *Asset Inventory-* President Cahill asked for discussion, it was mentioned that our equipment is getting old and we need to look into the cost of replacing our fleet and purchasing equipment.
- *Meter Reading Issue-* Andy Loudermilk informed the Board of the regards to the Sensus and Radio System becoming obsolete by the end of 2017 he informed the board of the cost of purchasing a new system. Andy was given direction to look at all of our options and report back to the Board at the June 2017 meeting.
- *SCADA Back- up-Emergency-* Andy Loudermilk led the discussion in the importance of having a backup, upgrade for the SCADA EQUIPMENT this will insure the quick response in case of a failure the cost will be \$9,324.00 plus or minus 10%. It was requested that Andy find out if not used will there be a buy back and how often do they revise the equipment. Phelps made a motion to approve the purchase, Price seconded and it was unanimously

*RESOLVED, That* to purchase the equipment for \$9,324.00 plus or minus 10% be approved.

- Banking, Investments, Credit Card- Discussion on borrowing money and our options for funding our Capital Projects this will be revisited by the committee and then brought back to Board at the June 2017 meeting.

## **COMMITTEE REPORTS**

No Reports Given

## **COMMUNICATIONS:**

None

## ***ADJOURNMENT***

Cahill called for a motion to adjourn. Keenan moved, Helberg seconded and it was unanimously  
RESOLVED that the public meeting be adjourned at 8:45 p.m.

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Secretary, Mimi Wildeman

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Meeting presided by:

President Tom Cahill